

"SAP HCM S/4HANA Certification Exam Prep Course"

Course Introduction:

Welcome to the SAP HCM for S/4HANA (THR12) Exam Prep course. This comprehensive training program is designed to equip you with the essential knowledge and skills needed to excel in the SAP HCM for S/4HANA certification exam. Over the next five days, you will engage in a structured learning experience focusing on key aspects of SAP Human Capital Management within the S/4HANA environment. Each day is packed with in-depth modules designed to build your proficiency and confidence in handling SAP HCM functionalities.

Day 1: Introduction to SAP HCM and S/4HANA Integration

- Overview of SAP HCM: Understand the basic structure and components of SAP Human Capital Management.
- Introduction to S/4HANA: Gain insights into the S/4HANA platform and its benefits for HCM processes.
- Integration Concepts: Explore how SAP HCM integrates with the S/4HANA environment to streamline HR operations.
- Key Features of SAP HCM in S/4HANA: Identify and explain the major features and improvements in SAP HCM for S/4HANA.

Day 2: Personnel Administration and Organizational Management

- Personnel Administration: Delve into the core processes of managing employee data and lifecycle in SAP HCM.
- Infotype Management: Learn the structure and management of infotypes in employee data handling.
- Organizational Management: Understand the creation and maintenance of organizational structures and reporting lines.
- Data Migration Strategies: Explore methods for migrating data to S/4HANA efficiently and accurately.

Day 3: Time Management and Payroll

- Time Management Process: Examine the tools and techniques for effective time recording

and evaluation.

- **Absence and Attendance Management:** Learn to configure and manage employee absences and attendances.
- **Payroll Configuration:** Understand the payroll process and how to configure payroll functionalities in S/4HANA.
- **Payroll Reporting and Troubleshooting:** Gain skills in generating payroll reports and solving common payroll issues.

Day 4: Talent Management and Learning Solutions

- **Talent Management Overview:** Explore strategies for talent acquisition, retention, and development using SAP solutions.
- **Performance and Goal Management:** Learn how to set, monitor, and evaluate employee performance goals.
- **Learning Management System:** Understand the integration of learning solutions with SAP HCM for employee development.
- **Succession Planning:** Identify tools and techniques for planning and managing employee career progressions.

Day 5: Exam Preparation and Practice

- **Exam Structure and Format:** Familiarize yourself with the structure and format of the SAP HCM for S/4HANA exam.
- **Key Topics Review:** Recap and reinforce understanding of critical topics covered during the course.
- **Practice Exams and Case Studies:** Engage in practice exams and case studies to apply your knowledge in simulated scenarios.
- **Tips for Exam Success:** Gather valuable tips and strategies to enhance your exam-taking skills and confidence.

Conclusion:

At the end of this five-day program, you will have developed a comprehensive understanding of SAP HCM for S/4HANA and be well-prepared to tackle the certification exam. This course not only provides theoretical knowledge but also practical insights and practice opportunities to ensure your success.